

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re patent application of:

Robert J. Allen, et al.

Serial No.: 10/023,151

Filed: December 17, 2001

For: APPARATUS AND METHOD FOR SEALING AN ENVELOPE



) Attorney Docket No.: A-206

) Group Art Unit: N/A

) Date: April 10, 2002

RESPONSE TO NOTICE TO FILE MISSING PARTS OF APPLICATION  
FILING DATE GRANTED

Box Missing Parts  
 Assistant Commissioner for Patents  
 Washington, D.C. 20231

Sir:

In response to the Notice to File Missing Parts of Application mailed January 23, 2002 (copy attached as required), enclosed is a Declaration and Power of Attorney for the above-identified patent application.

Please charge the \$130.00 fee to our Deposit Account No. 16-1885. A duplicate copy of this response is enclosed for use in charging the Deposit Account.

Please charge any additional fee or credit any overpayment to our Deposit Account 16-1885.

Respectfully submitted,

Michael J. Cummings  
 Reg. No. 46,650  
 Attorney of Record  
 Telephone (203) 924-3934

PITNEY BOWES INC.  
 Intellectual Property and  
 Technology Law Department  
 35 Waterview Drive  
 P.O. Box 3000  
 Shelton, CT 06484-8000

CERTIFICATE OF MAILING

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to:  
 Commissioner of Patents and Trademarks,  
 Washington, D.C. 20231,

on April 10, 2002  
 Date of Deposit

Denise Hayes  
 Name of Rep.

Signature

April 10, 2002  
 Date



## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/023,151	12/17/2001	Robert J. Allen	A-206

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CONFIRMATION NO. 3199

## FORMALITIES LETTER



\*OC00000007348140\*

Date Mailed: 01/23/2002

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

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*A copy of this notice **MUST** be returned with the reply.*

*T. M. ...*  
Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE